

**City of Belmont  
PARKS & RECREATION COMMISSION  
REGULAR MEETING      OCTOBER 3, 2012  
MINUTES**

The regular meeting of the Belmont Parks & Recreation Commission of October 3, 2012 was called to order at 7:05 p.m. at the Belmont City Hall Council Chambers.

**I.                   ROLL CALL**

COMMISSIONERS PRESENT:      Chair Kevin Sullivan, Vice Chair Wright, Youth Commissioner (YC) Bartee, Commissioner (C) Bortoli, Cheechov, Eric Sullivan, Wong and YC Zakeri

COMMISSIONERS ABSENT:      C Block

STAFF PRESENT:                      Parks and Recreation Director (PRD) Gervais & Secretary (S) Leonoudakis

**II.                   APPROVAL OF MINUTES**

*C Wright moved, seconded by C Bortoli, to approve the minutes of the regular meeting of September 5, 2012.* Vote 8-0 in favor.

**III.                  PUBLIC COMMUNICATION/COMMENTS/ANNOUNCEMENTS**

PRD Gervais announced the Belmont Community Players will present their Melodrama *The Villain Wore a Dirty Shirt* at the Barrett Community Center weekends in October starting Friday, October 12, 2012.

C Bortoli reported on the Senior Advisory Meeting. In August the Senior Center held a meeting on preventing elder fraud put on by Assemblyman Jerry Hall and offered a couple of driving seminars – one put on by the Highway Patrol and 55 Alive put on by AARP. The Center received a grant from an arthritis group that allows them to put on an eight week series of classes on dealing with arthritis. Flu shots are available at the Center and are free for those on Medicare.

CC Sullivan stated that trail work has finished for this season; work will resume after rains arrive.

CC Sullivan commented that he has noticed the bike bridge is well used.

**IV.                  AGENDA AMENDMENTS**

None.

## **V. OLD BUSINESS**

### **a. Davey Glen Park Revised Design**

PRD Gervais introduced Landscape Architect (LA) Brent Cottong who has worked on the original and revised designs for this park.

PRD Gervais reviewed the history and the need for this park. The original full design exceeded the budget and grant funds were pursued but not awarded for this project. The Commission previously recommended that the project be scaled back and built within budget. Additional recommendations included:

- Improve areas A & B
- Include natural play features
- Add picnic feature
- Not remove the bus stop
- Keep site low maintenance

The Ad-Hoc Committee reconvened and met twice to redesign the project.

PRD Gervais and LA Cottong reviewed changes and new elements of the project that included:

- Removal of bulb out on street
- Relocation of ADA parking space
- Use of natural looking concrete and long lasting materials for pathways
- Receptacle unit for recycling and garbage
- Dry creek bed which will provide a site to retain storm water runoff
- Trees, hedges and fence along western park boundary that is adjacent to residences
- Picnic or conversation tables
- Overlook into canyon area
- Installation of mounds using synthetic turf in the play area

A model of the park was created and presented at the meeting for the Commission to review.

*The Commission took a brief recess from 7:48 to 7:58 to review the model.*

PRD Gervais noted it appears that mandates have been met. He said the estimated budget for this project is \$450,000. The park is sensitive to the environment and would have low maintenance costs. Staff recommended that the Commission vote in favor of the redesign of this park

PRD Gervais and LA Cottong responded to Commission questions:

- The pathway would be built to discourage skateboard use.
- The cable fence would stop larger balls from going over the edge.
- Shade was not included over picnic tables but could be added
- A full guard rail would be included on the overlook
- The synthetic turf material would not be crumb rubber
- Material to be used under the mounds has not been determined but would be placed over dirt mounds.

- The park would be visible from the street. In addition, staff is working with Davey Tree to remove Eucalyptus saplings and skirt up other healthy Eucalyptus which will provide additional visibility into the park.
- A bike rack could be added to the site.
- The synthetic turf length would be determined after review of the products.
- The picnic tables are placed before the incline.
- Staff has not determined if the picnic areas would be reserveable
- Capacity of this park has not been determined.
- The sign at the park will either be removed or covered with something that reflects the current design
- If expansion ever occurs access could go around the picnic area or the tables could be shifted over.
- Areas C & D will not be developed and remain as open space.
- Trails in areas C & D may be taken on as a separate project at a future time.

YC Barteel complimented the design of the project.

CC Kevin Sullivan commented that decorative stones are an attraction to children and the dry creek would provide a natural play element. He noted safety and sight lines are important and should be considered but not all city parks are visible from outside and it has not been a concern.

C Wright expressed appreciation that this design works for different uses including active play yet still provides a natural area. She suggested not starting off with reserving the picnic area but it could be considered if needed later.

C Eric Sullivan spoke in favor of the design.

C Cheechov requested that the area with the mounds have 1/3 of the area flat.

C Bortoli also spoke in support of the design. He questioned if the trees in the dry creek area might obstruct visibility from the street. He also questioned what the project will cost as there are still many unknowns with the materials. He agreed with that the mound area should include a flat area and that the picnic areas do not need to be reserved at the start. He added the trees on the border of the houses should be thick and tall enough to provide privacy.

***C Tim Wong moved, seconded by C Cheechov, that the Parks & Recreation Commission recommends the conceptual design proceed to the Planning Commission for consideration incorporating the comments of the Parks & Recreation Commission. Vote 8-0 in favor.***

#### **b. Community Survey**

PRD Gervais explained this item was on a previous agenda and an Ad-Hoc Committee was formed to improve the survey. He noted this survey focuses more on parks instead of recreation. Various outreach methods will be used to inform people about the survey. He added when people answer the survey it will only allow one response per email address. Paper copies will also be available at the Senior Center.

In response to C Wong's question, PRD Gervais explained respondents would select one option for each one of the items listed in the questions.

C Cheechov expressed concern with questions on voter registration, voting frequency and income category being included in the survey.

C Wright questioned what Community Park System means in question #7. PRD Gervais explained this means what opportunities in the park system such as facilities and programs people want.

C Eric Sullivan raised discussion on question #10 asking if one would be willing to pay additional taxes. He noted it is important to note how much additional tax as this could get a different response depending on the amount.

C Eric Sullivan asked if the survey question fields could be cross referenced; staff will check if that is possible.

*YC Bartee departed the meeting at 9:00 p.m.*

CC Kevin Sullivan noted the number of choices for the questions should be consistent throughout the survey.

PRD Gervais added that comments received do help staff collect feedback. He noted that due to responses in a previous survey the fees for on-line registration have been changed from a percentage to a flat fee which has increased on-line participation.

C Wright suggested that the wording of community park system be revised as she was not sure what that meant. She also suggested that question #7 be moved to later in the survey as it would require some thought. C Wright proposed including an opportunity for comments with each question. Additional suggestions to include in the survey would be funding possibilities with public/private partnerships and asking if survey respondents would be interested to help with fundraising.

PRD Gervais stated he would follow up with C Wright and C Eric Sullivan to finalize the survey.

## **VI. NEW BUSINESS**

None

## **VII. DEPARTMENT REPORTS**

### **A. Questions and Comments**

In response to C Wong's questions PRD Gervais said he would send an email reminder to the Commission about the CPRS Conference and that the Sports Advisory Committee did meet since the last Commission meeting but did not come to an agreement on the synthetic turf project.

PRD Gervais reported the following:

- There was a good turnout for the Cipriani Dog Park Reopening Event.
- The first Tree Board meeting was held just prior to the Commission meeting.
- City Council gave staff direction to move forward with the process to look at the Quimby Act Fees. These fees are collected when subdividing a property and provide funds for park improvements. The fee may be updated and a park impact fee may be added to some projects.
- The City Council approved the project to remove some interior walls at Barrett Community Center so that classroom size spaces can be created for programs.
- The Senior/Community Center received a grant of approximately \$53,850 and a donation of \$55,000. These funds will be used to improve the Center which will include painting, new carpet and new furniture.
- The Holiday Craft Faire will be held on November 17 & 18, 2012. Vendor tables are sold out and there are approximately 20 vendors on the waiting list.
- The City will lower the level of Water Dog Lake on November 1<sup>st</sup> in anticipation of rain and as required by the Department of Dam Safety.

Responding to C Wright's question, PRD Gervais said that negotiations continue and that Clear Channel has done some preliminary drilling to check the soil conditions at the Sports Complex at a proposed electronic signboard site.

#### **B. Future Agenda Items**

Open Space

Belmont Sport Complex Artificial Turf Project

Dogs at Barrett

January meeting

#### **VIII. ADJOURNMENT**

The meeting was adjourned at 9:23 p.m.

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Jonathan Gervais  
Parks & Recreation Director

